

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law
PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Board of Assessors

FILED BY: Ellen Brideau

DATE OF MEETING: September 13, 2010

TIME OF MEETING: 7:00 PM

PLACE OF MEETING: Town Building

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

AGENDA*

7:00 pm	Meeting Called to Order Public Comment
7:05 pm	Review of Minutes from August 30, 2010 Correspondences
7:10 pm	Documents Requiring BOA Sign-Offs Including – Excise Abatements Circuit Breakers Chapter Land – Lien Document
7:20 pm	Office Activity Report by Director of Assessing E. Brideau Including – Overview of Monthly Activity Staff Update Status of FY'11 Interim Revaluation
7:30 pm	RFP – Full List and Measure
8:15 pm	Final questions Meeting Adjourned – Set next BOA meeting date

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* (Sequence of Agenda items may be taken out of order and times of discussions are estimated.)

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda.

Revised Meeting Notice/June 23, 2010